

TOWN OF HIGHLAND
BUSINESS LICENSE APPLICATION
3333 Ridge Road, Highland, Indiana 46322
219-838-1080

Official Name of Business: _____

Address: _____

Phone No.: _____ Email: _____

Hours of operation: _____

Owner(s)/Operator(s): _____

Home Address & Phone No.: _____

Name of Applicant: _____

- Please check if this is a home occupation (Please supply us with a written description of what the home occupation consists of).
 Check if you have an Alarm System.

Principle contacts to be called in case of an emergency or business irregularity after closing hours. List them in the order of preference in which you wish them to be contacted. At least one key holder must be listed.

Name	Address	Phone No.	Key holder Y/N	Over the age of 18? Y/N
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____

Are there any hazardous products(s) that may be harmful to life or safety on the premises? YES _____ NO _____

The normal location in building: _____

If yes, attach Material Safety Data Sheets (MSDS Forms). These will be forwarded to the Fire Department.

Any FOREIGN CORPORATION must submit Certificate of Authority from Indiana Secretary of State.

Describe how the solid waste will be managed, including reduction, reuse and recycle steps. If a business has no convenient way to recycle, a statement to that effect shall be sufficient in the application. _____

Nature of this business: (See back of page for codes.) _____

Signature of Applicant

License fee before March 1st. \$30.00

License fee on or after March 1st. \$50.00 (if it is a new business or new rental the fee is \$30.00)

OFFICE USE ONLY

Fee: _____ Receipt No.: _____
Received by: _____ Date: _____

Form approved by the Office of the Clerk Treasurer pursuant to Section § 110.03 (Nov. 2011).
Business license authority.
Sections 110.01-110.16 of the Highland Municipal Code and IC 36-8-2-10.

BUSINESS LICENSE CLASSIFICATION (November 1, 2011)

1. Construction and building trades and services (general contractors, HVAC, masonry, metal work, concrete, carpentry, electrical, excavating, landscaping, etc)
2. Eating and drinking establishments (restaurants, bars, and taverns)
3. Arts, entertainment and leisure (bowling, movie theaters, fun centers, etc.)
4. Financial, administrative, and professional services (banks, stock and bond brokerage, mortgage Bankers, lawyers, accountants, insurance sales, engineers, real estate, etc.)
5. Health services (doctors, clinics, physical therapists, etc.)
6. Hotels and motels
7. Manufacturing
8. Passenger transportation and travel
9. Personal services (beauty salons, barbers, spas, tanning salons, etc.)
10. Public, educational, and social services (VFW, schools, library, churches, etc.)
11. Repair and maintenance services
12. Retail, apparel
13. Retail, auto
14. Retail, building, lumber, and hardware
15. Retail, clothing
16. Retail, food
17. Retail, furniture
18. Retail, general merchandise
19. Retail, other
20. Trucking, shipping and freight storage and transit
21. Wholesale Trade (merchant wholesalers, durable and nondurable goods)
22. Other services _____
23. Miscellaneous _____
24. Landlord (Multiple addresses, please attach list).